

## STAFFORD COUNTY SCHOOL BOARD

### Agenda Consideration

**TOPIC:** Award of Contract: Install  
Library Enclosures – PRES  
RES & WES

**ITEM NO.:** 3J

**PREPARED BY:** Scott Horan,  
Executive Director  
Planning & Construction

**MEETING:** September 13, 2005  
**ACTION DATE:** September 13, 2005

Andre' A. Nougaret,  
Assistant Superintendent  
for Support Services

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**ACTION REQUESTED BY THE SUPERINTENDENT:** That the School Board approve the award of a construction contract (delivery order) to Centennial Contractors Enterprise Inc. of 21-A Fort Evans Road, N.E. Leesburg, Virginia in the amount of \$43K for the installation of storefront library enclosures at PRES, RES and WES.

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#### KEY POINTS:

1. PRES, HOES, RES and WES were all constructed with library spaces open to the front hallways (e.g. no wall or glass enclosures). This condition allows for the noise from students, teachers and visitors using the front hallway to distract activities in the library. HOES library was enclosed in December 2004 using PTA/PTO funding.
2. During the July 2005 School Board retreat, staff presented a plan to have PRES, RES and WES libraries enclosed following the same concept completed at HOES.
3. In August 2005 staff decided to utilize the Loudoun County Public School's Job Order Contract to execute this work. Stafford County Public Schools is a member of the regional Council of Government (COG) and obtained permission from Loudoun County Public School contract administrators to use the subject contract. The contract and its "rider clause" was reviewed by Stafford County Purchasing Department and they saw no issues with using the contract. A Job Order contract is a contract for construction services that is competitively bid, includes lists of hundreds – thousands of construction line items/services and includes a pre-negotiated mark-up. The Loudoun County Public School Job Order Contract (Contract # RFP#01-331) was awarded to Centennial Contractor Enterprises Inc. of Leesburg Virginia. The contract uses the well-known Means Construction Cost Estimating Guide as its list of construction line items and services.
4. In August 2005 staff met with Centennial Contractors Enterprises Inc. to discuss developing a comprehensive cost proposal for the project. In late August 2005 Centennial Contractors Enterprises Inc. provided a cost proposal for \$43K. Project includes the installation of storefront type aluminum framing and windows in the existing openings of PRES, RES and WES. Staff reviewed the pricing and it appears to be

within established pricing guidelines. Funding has been budgeted for this project in the FY06 annual operating budget

5. If approved by the School Board we plan to issue notice to proceed to Centennial Contractors in September 2005. Construction performance period will be roughly two weeks and will be scheduled for the December 2005/January 2006 holiday break.

**SCHOOL BOARD GOAL: #5** – Provide facilities that promote student learning and and community support.

**#7** – Provide school environments where teachers are safe to teach and students are safe to learn

**FUNDING SOURCE:** FY06 Annual Operating Funds

**AUTHORIZATION REFERENCE:** Stafford County School Board Policy 4-12  
Stafford County School Board Policy 4-29